



DRAFT
CITY OF WHITE SALMON
City Council Meeting – Wednesday, November 2, 2022
In Person and Via Zoom Teleconference

Council and Administrative Personnel Present

Council Members:

Ben Giant
 Patty Fink
 Jim Ransier
 David Lindley

Staff Present:

Jan Brending, Staff Assistant
 Jeff Broderick, Land Use Planner
 Jeff Cooper, Public Works Foreman
 Mike Hepner, Police Chief
 Bill Hunsaker, Fire Chief/Code Enforcement
 Marla Keethler, Mayor
 Paul Koch, Interim City Administrator
 Stephanie Porter, Clerk Treasurer
 Troy Rayburn, City Administrator
 Ken Woodrich, City Attorney

I. Call to Order and Roll Call

Mayor Marla Keethler called the meeting to order at 6:00p.m. There were approximately 8 members of the public in attendance in person and via teleconference.

Moved by Ben Giant. Seconded by David Lindley.

Motion to excuse Council Member Jason Hartmann from the November 2, 2022 Council meeting. CARRIED 4-0

II. Changes to the Agenda

No changes were made to the agenda.

III. Consent Agenda

A. Approval of Vouchers

Vouchers audited and certified as required by RCW 42.24.080 and expense reimbursement claims as required by RCW 42.24.090 as of this 2nd day of November 2022.

Type	Date	From	To	Amount
Claims	11/2/2022	38577	38607	51,411.92
	11/2/2022	EFT	EFT	6,216.00
			Claims Total	57,627.92
Payroll	11/4/2022	EFT	EFT	155,187.78
	11/4/2022	38573	38576	1,176.87

			Payroll Total	156,364.65
Manual Claims	10/24/2022	EFT	EFT	8,504.49
	10/25/2022	38570	38572	4,295.41
			Manual Total	12,799.90
			Total All Vouchers	226,792.47

**Moved by Ben Giant. Seconded by Patty Fink.
 Motion to approve Consent Agenda. CARRIED 4-0.**

IV. Public Comment

Lily Von Mosch, White Salmon Resident

Lily Von Mosch thanked the council for their work to close Jewett for Halloween. She noted her support for the parklets that are placed each summer for the downtown businesses. She noted that they help support walkability and business growth.

V. Presentation

Introduction of Troy Rayburn, City Administrator

Mayor Marla Keethler introduced the City of White Salmon’s new City Administrator, Troy Rayburn.

Native American Heritage Month – Presenter Elaine Harvey

Council Member Jim Ransier introduced Elaine Harvey, a member of the Yakama Nation who hold multiple leadership positions in the community of the Columbia River Gorge. The Yakama Nation has 14 bands that combined create the nation. Elaine Harvey has been an integral part of participating in and encouraging the youth of the Yakama Nation to learn an ancient technique of basket making that is known only by the elders of the Yakama Nation. This tradition uses all local resources to create beautiful hand-woven baskets, that include intricate designs.

Elaine Harvey spoke to the goals of the Yakama Nation and the different events being supported. It was noted that more informational signage in White Salmon giving the history of the land and the Native American Community that established and resides in the area would be a great addition.

Council Member Jim Ransier noted that the city is working on signage to display downtown showing a map of the Watershed and the tribes who inhabit the land. Council Member Ransier noted that a Treaty Tribes Land Acknowledgment would be coming before the council soon.

VI. Business Items

A. Preliminary 2023 Budget

Mayor Marla Keethler introduced the Proposed 2023 budget noting the current presentation is a high-level look at the budget to show the need for the 1% allowed property tax increase in the amount of \$4,210.70.

Jan Brending presented the overall budget summary that showed the need for an increase in funding for the 2023 budget year.

Jan Brending noted that the budget summary does not include beginning or ending cash balances because as a rule when looking at Operation and Maintenance costs you want to only be relying on revenue coming in.

Joint Public Hearing was opened for 2023 preliminary budget and the proposed increase to the 2023 Levy amount. Please see full details under item B.

B. Ordinance 2022-11-1114, Determining the Amount to be Raised by Ad Valorem Taxes to be Levied for the Year 2023.

Jan Brending gave detailed explanation of the current property tax structure showing the current funding split for property taxes in the City of White Salmon. The City of White Salmon receives 9.65% of the total property taxes paid by the residents of the City of White Salmon. It was noted that the increase in valuation of property values will not increase but decrease the amount of taxes paid per \$1000 of valuation.

The State of Washington allows for a maximum increase in property taxes of 1% annually which would equate to \$4,210.89 for the City of White Salmon. Staff recommends that the city council approve the increase of 1% for the 2023 property tax levy amount.

Council Member David Lindley confirmed with staff that the overall expenditures for the city for 2023 increased \$4 million dollars, and the property levy would only increase the property taxes by just over \$4,000.

Mayor Marla Keethler opened the Public Hearing for the 2023 Proposed Budget and Proposed Tax Levy Rate increase of 1% at 6:56pm.

No public comment was received.

Mayor Marla Keethler closed the Public Hearing at 6:57pm.

Council Member Patty Fink clarified with staff confirmation that revenue from the water utility fees can only be used for water related expenditures and wastewater utility fees can only be used for wastewater related expenditures. It was confirmed that the proposed increases in the utility rates are directly related to the need for major infrastructure improvements, including Phase 1 of the Water Transmission Line Replacement Project scheduled to begin in 2023.

Council Member Ben Giant noted that one of the city council's greatest responsibilities is to ensure the financial sustainability of the city.

Moved by Ben Giant. Seconded by David Lindley.

Motion to approve Determining the Amount to be Raised by Ad Valorem Taxes to be Levied for the Year 2023 in the amount of \$4,210.70.

Discussion:

Jim Ransier, Council Member, noted that he is anticipating the budget narratives that will help align the budget with the specific goals determined by the City Council.

It was confirmed by Jan Brending that the holiday pay and overtime pay was costed out separately for the year 2023 where in the past it had been included in the overall salaries line.

Mayor Marla Keethler confirmed that the presented budget only includes carry over projects and Operation/Maintenance costs for 2023. Additional consideration will be made for one-time expenditures at future meetings. In addition, staff will continue to look for additional revenue streams and reductions in current expenses.

CARRIED 4-0.

C. Resolution 2022-11-551, Adopting Property Tax Levy.

Moved by Patty Fink. Seconded by Jim Ransier.

Motion to approve Resolution 2022-11-551, Adopting Property Tax Levy.

CARRIED 4-0.

VII. Reports and Communications

A. Line of Sight Update – Bill Hunsaker, Code Enforcement

One line of sight letter has been mailed.

B. Short Term Rentals Update- Jan Brending

Jan Brending provided the council with a comprehensive update of the Granicus Short Term Rental tracking software.

The compliance component is up and running. In December, online application will be live.

The city currently allows 123 permits per code, 52 permits have been issued and there are 3 pending permits as of October 31, 2022. Granicus has flagged 14 properties for staff to review for compliance.

Klickitat County has adopted a Short Term Rental Code and the City of Bingen is currently in a Moratorium to create a code for their city.

Council discussed additional details of the Short-Term Rental Process with staff.

C. Wildfire Mitigation Update - Bill Hunsaker, Fire Chief

No update.

D. Department Heads

Troy Rayburn, City Administrator

Troy Rayburn presented the 2022-2023 Snowplow Map. No council approval was needed as there were no changes from the previous year.

Jeff Cooper confirmed that the city has plans in place for the chance the county would be unable to plow their main roads to town. Cooper noted that there is still discussion about where excess snow could be hauled to when removed from the roads.

Jeff Broderick, Land Use Planner

Jeff Broderick went to a funding conference. His major take away was the benefit of a matrix to prioritize street improvements to maximize funding potential. He is beginning the conversation with Public Works to get this project started.

High level discussions of housing code revisions has begun.

Jeff Cooper, Interim Public Works Operation Manager

Public Works will be winterizing the park including the water fountains for the winter.

Tennis Courts re ready for Pickleball and the lights for the courts have a new timer control.

Paul Koch, Interim City Administrator

Staff has begun work on the Small Works Roster process to make the process more efficient.

Attempts to get a meeting with Republic Services is still in process.

Stephanie Porter, Clerk Treasurer

Mailboxes will be ordered this year for installation in 2023.

B. Council Members

Patty Fink, Council Member

Thank you to the Police, Fire and chamber partners that helped make the Halloween event a success.

Council Member Fink noted she has been in contact with the county to request information related the taxes paid by White Salmon residents and the service they are providing.

Jim Ransier, Council Member

Halloween event was a great success. The Haunted House at the Masonic Lodge had over 1,000 guests. Future Halloween events are already in discussion, will bring to the Community Development Committee in May of 2023 to start preparing.

Ben Giant, Council Member

Kudos to all involved in the Halloween Event. Special thanks to Jim Ransier for his leadership through the process.

Confirmation that Tree of Heaven can still be treated by reaching out to the Underwood Conservation District.

David Lindley, Council Member

Personnel and Finance Committee discussed all the action items at the meeting today.

C. Mayor

All November Committee meeting will be cancelled except the Lodging Tax Committee Meeting. Meetings will resume in December after the heavy portion of the budget season.

The City's Public Works Operations Manager, Russ Avery, who was a dedicated member of the management team, has moved on to new adventures. Jeff Cooper will be the acting manager as staff creates and maps out the new Public Works Director Job Description.

There will be two Let's Talk White Salmon this month: Childcare and Emergency Preparedness.

The Tree Board will be assisting in looking at ownership and upkeep of the planter beds.

Council Member Patty Fink confirmed with Mayor Marla Keethler that WA Department of Transportation has not yet committed to assisting with the Sweet Gum Tree preferred option.

VIII. Executive Session (if needed)

No Executive meeting was needed.

IX. Adjournment

The meeting was adjourned at 8:02p.m.

Marla Keethler, Mayor

Stephanie Porter, Clerk Treasurer